



TO: Members of Young ITA

FROM: Joseph E. Neuhaus, Advisory Board Chair
Silvia Marchili, Young ITA Chair
Laura Sinisterra, Young ITA Mentorship Chair

Young ITA is thrilled to announce the inaugural cycle of the Young ITA Mentorship Program, August 2018-June 2019. In this 10-month Program, Mentees will meet with and learn from leading figures in the arbitration field. The Program is hands-on, offering students and early career professionals an exceptional opportunity to glean valuable knowledge from preeminent practitioners, and to forge lifelong connections. Any member of Young ITA may apply.

Young ITA will pair each successful applicant with a senior Mentor and a “Mentorship Facilitator” -- an accomplished arbitration practitioner who can assist Mentees in their activities and serve as a liaison between Mentors and Mentees. Throughout the Program, Mentors, Facilitators, and Mentees will hold quarterly meetings or conference calls to discuss career development and opportunities for collaboration or to attend workshops or conferences together, among other activities.

Attached are the Mentorship Program Guidelines.

Young ITA is committed to supporting the development of early career arbitration professionals. To help us do this effectively, we ask applicants to submit a CV, together with a brief cover letter explaining their reasons for seeking to participate in the Program. The letter should address how the applicant expects to benefit from the Program, and specify the region or country where the applicant will be based during the Program year.

To apply for the Young ITA Mentorship Program, please send your CV and cover letter to Mentorship Chair Laura Sinisterra at lsinisterra@debevoise.com, with email subject line “Application Young ITA Mentorship Program” by July 31, 2018.



Young ITA Mentorship Program Guidelines for Participants

2018–2019 Inaugural Cycle

At Young ITA, we believe that the greatest achievements are never accomplished alone. Further, we understand that mentorship is integral to career success. For this reason, we are thrilled to be launching our own mentorship program. For students and early-career arbitration professionals, the Young ITA Mentorship Program offers a valuable opportunity to work closely with preeminent practitioners in the field and forge lasting relationships. The inaugural cycle of the Mentorship Program will be launched in August 2018 and run for 10 months.

I. Mentorship Program Objectives

The Young ITA Mentorship Program brings together young and aspiring arbitration practitioners with seasoned members of the arbitration community. Program Mentees, as they begin to develop their careers, are paired up with Mentors and Mentorship Facilitators, who provide advice and assistance. Mentees gain arbitration wisdom, practical guidance, and trusted advice. For their part, Mentors and Mentorship Facilitators enjoy a unique opportunity to help boost a young person's career by sharing hard-won knowledge gleaned over decades of professional practice.

II. Mentorship Program Description

The basic unit of the Program is the Mentorship Group, composed of five people. Each Group will have a Mentor (a member of the ITA Executive Committee or Advisory Board), a Mentorship Facilitator (an accomplished member of the arbitration community and a liaison between Mentors and Mentees), and three Mentees.

Young ITA is working actively to recruit an exciting, diverse range of participants, hailing from a wide variety of countries, educational backgrounds, and career paths. Therefore, when forming the Mentorship Groups, Young ITA will take into account the Group members' geographical locations and time zones to facilitate coordination of in-person meetings and other communications.

A Mentorship Group works together for 10 months. During this time, each Group meets (in person or via web conference) every quarter at a minimum, and together develops

activities based on the participants' unique mix of interests. A list of proposed activities is provided below.

Once chosen, each selected applicant is placed in contact with their fellow Mentorship Group members. Then, each Group's Mentorship Facilitator will schedule an introductory "kick-off" call between the Group members. The purpose of this call is to meet one another, to brainstorm and generally plan the Group's activities, and to assign roles (for instance, one Mentee might take on coordination of meetings, while another may keep notes or coordinate monthly calls).

A few basic ground rules: Mentees are strictly prohibited from seeking financial assistance from Mentors, Mentorship Facilitators, or fellow Mentees. Similarly, Mentees are prohibited from soliciting any advice whatsoever concerning client work. And all Program participants agree to respect confidentiality and legal privilege.

A representative from Young ITA will check in periodically with Mentors, Mentorship Facilitators, and Mentees to ensure the Program is running smoothly and effectively. At any time, participants may contact the Program Chair, Laura Sinisterra, at lsinisterra@debevoise.com with any questions or concerns.

III. Roles

To reap the full benefits of this Program, Mentors, Mentorship Facilitators, and Mentees alike are encouraged to actively take on their roles and responsibilities.

***i.* The Mentor**

The Mentor is the Mentorship Group's leader, and as such is responsible for ensuring that the Program's objectives are fulfilled. Mentors are drawn from the ITA's Executive Committee and Advisory Board.

The Mentor's main responsibilities include: *(i)* lead the Group; *(ii)* coordinate with the Mentorship Facilitator to plan the Group's activities; *(iii)* meet with the Mentorship Facilitator and Mentees at least quarterly; and *(iv)* answer reasonable questions from the Mentees about practicing arbitration, career development, networking, and general arbitration know-how.

***ii.* The Mentorship Facilitator**

The Mentorship Facilitator acts as a liaison between Mentor and Mentees, and actively assists the Mentor in planning and executing Program activities. The Mentorship Facilitator must also ensure that each Group member is engaged and participating fully.

The Mentorship Facilitator's main responsibilities include: *(i)* act as a liaison between the Mentor and Mentees; *(ii)* assist Mentor in planning and executing the Group's activities; and *(iii)* be generally active and available to ensure that the Program runs smoothly and that all participants are equally active.

***iii.* The Mentee**

This Program is designed principally for the Mentees, who form part of the broader Young ITA community. Mentees are expected and encouraged to maintain a strong commitment to the Program and its activities, and to strive to reap the maximum benefits of this valuable connection with seasoned arbitration practitioners.

The Mentee's main responsibilities include: *(i)* communicate regularly with the Mentor and other Mentees; *(ii)* participate actively in the Mentorship Group, and assist the Mentor and Mentorship Facilitator in planning and executing the Group's Program; *(iii)* contact and collaborate with fellow Mentees, both within the same Group and the broader Mentorship Program; and *(iv)* enjoy the opportunity!

IV. Examples of Mentorship Group Activities

- i.* Develop opportunities for collaboration, such as research and writing projects;
- ii.* Discuss career development;
- iii.* Discuss academic opportunities, and how to make the best out of an LL.M. or other post-graduate program;
- iv.* Discuss recent developments in international arbitration that are of interest to the Group;
- v.* Share information of any events or conferences being held in the Group's region; and
- vi.* Connect Mentees to individuals or institutions that might foster their careers and professional development.

* Many of these activities may be developed during the quarterly in-person or web-conference meetings.